

Vehicle/Driving Safety

To ensure safety when transporting children and family members, all home based staff:

1. Must hold a valid driver's license. All employees who transport children may be subject to a Bureau of Motor Vehicles (BMV) records check to ensure their driver's license is valid,
2. May not engage in the use of or be under the influence of substances that may impair judgment and/or driving ability while working,
3. Will ensure that all individuals (including the driver) follow applicable seat belt and child restraint seat laws,

Note: According to IC 9-19-11-2, all children under age eight (8) must be in a child restraint seat. According to IC 9-19-10-2, all occupants of a motor vehicle must utilize seat belts.

4. Will not engage in illegal, unsafe, or reckless driving practices while working, and
Note: Talking on the phone and/or text messaging are not permitted when transporting wards and/or driving while working.

5. May not have a handgun or other weapon in the vehicle while working.

Employee Signature

Date

Supervisor Signature

Date